



Oakland Mills Community Association

Village Board Meeting Minutes

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045

Board Members: Jonathan Edelson, Chair ~

Bill McCormack Jr., Vice-chair ~ Rebecca Bryant ~ Char Nado

Warren Wortman ~ Karin Emery, Columbia Council Representative

March 26, 2024

OMCA REGULAR BOARD MEETING

This meeting was hybrid, held in-person at The Other Barn and virtually on Zoom.

Link to YouTube recording of the March 26, 2024 OMCA Board Meeting:

<https://youtu.be/gi-DlgV6toY>

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:02 p.m.

Present: Jonathan Edelson, Chair; Bill McCormack Jr., Vice-chair; Karin Emery, Columbia Council Representative; Rebecca Bryant (7:07 p.m.); Char Nado; Warren Wortman; Brigitta Warren, Village Manager; Amy Carpenter, Events and Administrative Coordinator.

Quorum Present: Yes

Also Present: CA Aquatics Director for Community Programs & Services Marty Oltmanns; Howard County Council District 2 Aide Ashley Alston; see resident list.

Opening of Meeting

- **Mr. McCormack** motioned to approve the February 27, 2024 OMCA Board Meeting minutes (ATTACHMENT A). **Mr. Wortman** seconded, and the motion passed (4-0-0).
- **Mr. Wortman** motioned to approve the March 26, 2024 Board Meeting agenda (ATTACHMENT B). **Mr. McCormack** seconded. After discussion and amendment, the amended agenda was approved (5-0-0).

Resident Remarks

Resident Paul Verchinski spoke about issues with commercial vehicles parked on Oakland Mills residential streets.

New Business

Columbia Association Update

CA Director for Community Programs and Services Marty Oltmanns shared his update on CA (ATTACHMENT C).

OMCA FY25 Draft Budget

Ms. Warren shared the OMCA FY25 Draft Budget (ATTACHMENT D). The budget would be brought back as Old Business at the next Board meeting.

Early Appointment of New 2024-25 OMCA Board Members-Elect

Mr. Edelson proposed that the two new 2024-25 OMCA Board members-elect be appointed early to fill the two currently vacant seats and better ensure quorum during an important period in OMCA's FY25 budget process. The subject would be brought back as Old Business at the next Board meeting.

Old Business

Letter to CA on the Play Area Pilot Study

Mr. McCormack shared a draft letter to CA regarding the Play Area Pilot Study (ATTACHMENT E) as well as replacement play area policies, guidelines, and other related documents (ATTACHMENT F). A discussion ensued. **Ms. Emery** motioned to approve OMCA's Play Area Pilot Study Letter to CA as amended. **Mr. Wortman** seconded, and the motion passed (5-0-0). Mr. McCormack would read the letter at the next CA Board meeting during resident remarks.

OMCA Proposed Architecture Guidelines

Ms. Warren shared the OMCA Draft Architecture Guidelines. A discussion ensued. **Mr. Wortman** motioned to send the OMCA Draft Architecture Guidelines to CA legal for review. **Mr. McCormack** seconded, and the motion passed (5-0-0).

Board Chair Report

Mr. Edelson reported that construction of the 7-Eleven gas station, convenience store, and carwash had begun (located on the old Exxon lot in the OM village center). There was some concern that trees planted by the County in 2023 had been removed and fencing extended to the street to include County property and sidewalks. Ms. Warren was following up regarding these issues.

Mr. Edelson reported as a follow-up to Mr. Verchinski's earlier resident remarks that he had been in communication with the County and HCPD on a weekly basis regarding commercial vehicles parked on residential streets in Oakland Mills.

CCR Report

Ms. Emery gave an update on her proposed changes to CA's easement policy. CA staff was looking at the proposed policy. **Ms. Emery** also gave an update on CA's new strategic plan. She said one of her priorities was affordability, especially making CA memberships more available to residents.

Village Manager Report

Ms. Warren shared her report (ATTACHMENT G). Construction on the new upstairs bathroom and other projects at The Other Barn had been completed.

Committees

Education Committee

Mr. Edelson said Board of Education Member Jolene Mosley was part of a committee that was looking at how to revise the capital budget/plan process, and she asked for his input. He recommended a process to lock-in budgets so the school board only would need to plan the last year of the 10-year plan. He recommended planning further out so that the BoE would not need to scramble to put the next year's budget together every year, except for emergencies. He also suggested simplifying decisions about which schools should receive renovations by ranking schools by last full systemic renovation.

Public Space Committee

Mr. Wortman shared his report (ATTACHMENT H).

Mr. Edelson adjourned the OMCA Board meeting at 9:20 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant



oakland mills
we value connections

Oakland Mills Community Association Village Board Meeting Minutes

The Other Barn ~ 5851 Robert Oliver Place ~ Columbia, MD 21045

Board Members: Jonathan Edelson, Chair ~

Bill McCormack Jr., Vice-chair ~ Rebecca Bryant ~ Char Nado

Warren Wortman ~ Karin Emery, Columbia Council Representative

February 27, 2024

OMCA REGULAR BOARD MEETING

This meeting hybrid, held in-person at The Other Barn and virtually on Zoom.

Link to YouTube recording of the February 27, 2024 OMCA Board Meeting:

https://youtu.be/TxRkXI6Tlvc?si=laF6F-GECB6rd_U6

Mr. Edelson called the regular meeting of the OMCA Board of Directors to order at 7:06 p.m.

Present: Jonathan Edelson, Chair; Bill McCormack Jr., Vice-chair; Rebecca Bryant; Char Nado; Warren Wortman; Brigitta Warren, Village Manager; Amy Carpenter, Events and Administrative Coordinator.

Absent: Karin Emery

Quorum Present: Yes

Also Present: OMCA Covenant Advisor for Letters of Compliance Carrie Wenholz; OMCA Covenant Advisor for Property Concerns Karina Caico; Columbia Association Capital Improvements Manager Jason Heath; Columbia Association Community Operations Support Manager Casey Cox; Howard County Council District 2 Aide Ashley Alston; see resident list.

Opening of Meeting

- **Mr. Wortman** motioned to approve the February 13, 2024 OMCA Board Meeting minutes (ATTACHMENT A). **Mr. McCormack** seconded, and the motion passed (5-0-0).
- **Mr. Wortman** motioned to approve the February 27, 2024 Board Meeting agenda (ATTACHMENT B). **Mr. McCormack** seconded, and the agenda was approved (5-0-0).

Resident Remarks

Howard County Council District 2 Aide Ashley Alston reported that HCPD issued citations to commercial vehicles parked more than six hours on village residential roads and would continue to monitor the situation.

New Business

CA Presentation on Tot Lots

CA Capital Improvements Project Manager Jason Heath and CA Community Operations Support Manager Casey Cox presented survey results and procedures for replacing tot lots/play areas (ATTACHMENT C). **Mr. McCormack**, who was part of the play area work group, encouraged board members and residents to review the criteria that the work group wrote for staff to implement when reimagining play areas, as linked in the presentation (ATTACHMENT D).

Old Business

OMCA Proposed Architecture Guidelines Public Comment Hearing

Ms. Warren explained the process and timeline for the OMCA Architecture Guidelines revision. The deadline for public comments was the day of the Board meeting, and all comments had been read and would be reviewed and considered. The floor was opened for public comments.

Hans Plugge, representing Yards Alive, referred to previous Yards Alive written testimony. He expressed concern about references to storm water and alternative landscaping. OMCA Covenant Advisor for Property Concerns Karina Caico **responded** to his concerns and said the committee was looking at rewording some items.

Resident **Megan Cole** felt that it was burdensome to go through the application process for low-impact landscaping and solar panels. **Mr. Edelson** said that the application process protected property owners from complaints if the application had been approved. Ms. Caico suggested a fast-track option.

Resident Paul Verchinski said he was glad to see Appendix H and suggested a definition for shrubs.

Update on CA Transaction on Real Property Policy

Ms. Emery could not be present at the Board meeting due to a last-minute scheduling conflict with the CA board and instead provided her written update (ATTACHMENT E). **Mr. McCormack** motioned to support the draft policy as the first part of the process to come up with a new policy and offer for consideration a fast-track process for small land transactions. **Mr. Wortman** seconded, and the motion passed (5-0-0).

CCR Report

Refer to Ms. Emery's written report (ATTACHMENT E).

Village Manager Report

Ms. Warren shared the OMCA FY24 3rd Quarter Financials (ATTACHMENT F). **Mr. McCormack** motioned to approve the FY24 3rd Quarter Financials. **Mr. Wortman** seconded, and the motioned passed (5-0-0).

Ms. Warren shared her report (ATTACHMENT G).

Committees

Architectural Committee

Mr. Edelson reported that, per CA legal counsel, 15-day letters could be discussed in open session as long as details (e.g. owners' names) were not included in the discussion. Removal of a flag would still require a closed session.

Mr. Wortman motioned to send a 15-day letter to the owners of 5306 Slipper Court. **Mr. McCormack** seconded, and the motion passed (5-0-0).

Education Committee

Mr. Edelson reported that he was waiting to hear back from Maryland State Delegate Jen Terrasa about HB-1440, which would require the Board of Education to provide its rationale if it chose not to follow the Superintendent's recommendations. A Maryland State House committee hearing on the bill had been scheduled for March 12.

Public Space Committee

Mr. Wortman shared his report (ATTACHMENT H). He added that the streetlight/tree near Log Chain would be fixed in two weeks to provide more adequate lighting for pedestrians and the crosswalk.

Bulletin Board

Ms. Carpenter announced details about OMCA's Earth Day event on April 20. OMHS would be performing its production of The Little Mermaid March 7-9.

Ms. Warren said OMCA/CCR candidate applications were due March 1 by 4:00 p.m.

Mr. Wortman said he attended the retirement of CA Watershed Manager John McCoy. He praised Mr. McCoy for all the work he had done.

Ms. Bryant said she had participated in a recent Weed Warrior project. The CA Weed Warriors program was established by John McCoy.

Mr. Edelson adjourned the OMCA Board meeting at 9:38 p.m.

Respectfully submitted: Amy Carpenter, Administrative Assistant



Oakland Mills Board of Directors Meeting Agenda

Board Members: Jonathan Edelson (Chair/Acting AC Chair), Bill McCormack Jr. (Vice-chair), Char Nado; Rebecca Bryant, Warren Wortman; **Columbia Council Representative:** Karin Emery

Tuesday, March 26, 2024 – 7:00 p.m. Hybrid Meeting **In-person at The Other Barn**

5851 Robert Oliver Place, Columbia, MD, 21045

OR Online via Zoom (participation not guaranteed due to possible tech issues):**

Join Zoom Meeting

<https://us02web.zoom.us/j/85769527870>

Meeting ID: 857 6952 7870

Dial by your location

+1 301 715 8592 US (Washington DC)

Meeting ID: 857 6952 7870

Find your local number: <https://us02web.zoom.us/u/kctAmTKZnd>

Oakland Mills Board of Directors

- | | | |
|------------------|--|--|
| 7:00 p.m. | <p>Opening of Meeting (5 min)</p> <ul style="list-style-type: none"> • Approve Minutes from February 27, 2024 Board Meeting • Approve Agenda for March 26, 2024 Board Meeting | Jonathan Edelson., Board Chair |
| 7:05 p.m. | <p>Resident Remarks (3 minutes per resident, 10 minutes)
Please note that meeting attendee's audio is muted. If you wish to participate in Resident Remarks please "raise your hand" which is one of the options available for participants and appears as an icon on the screen.</p> | |
| 7:15 p.m. | <p>NEW BUSINESS</p> <ul style="list-style-type: none"> • Update from CA, (15 min) • OMCA Draft FY25 budget, Board Discussion (15 min) | Marty Oltmanns
Brigitta Warren, Village Manager |
| 7:45 p.m. | <p>OLD BUSINESS</p> | |
| 7:45 p.m. | <ul style="list-style-type: none"> • Letter to CA on the Play Area Pilot Study, Discussion and Vote (10 min) • OMCA Proposed Architecture Guidelines, Vote (10 min) | Bill McCormack |

8:05 p.m.	Board Chair Report, (10 min)	Jonathan Edelson, Board Chair
8:15 p.m.	Columbia Council Rep Report (10 min)	Karin Emery, CCR Rep
8:25 p.m.	Village Manager Report (10 min)	Brigitta Warren, Village Manager
	<ul style="list-style-type: none"> • Operations Update 	
	Committee Reports (15 min)	
8:40 p.m.	<ul style="list-style-type: none"> • Architecture, (5 min) • Education, (5 min) • Public Space Committee, (5 min) 	Jonathan Edelson, Chair Jonathan Edelson, Chair Warren Wortman, Chair
8:55 p.m.	Board Bulletin Board	
9:00 p.m.	Adjourn	
Upcoming Events	Lively Arts for Little Ones Presents Pam the Kindersinger	Friday, April 5 th , 10:30am
	Earth Day Event	Sat. April 20th
	Jazz in the Mills Presents the Thad Wilson Octet	Sun. April 21 st , 5pm-7:30pm
	OMCA Annual Flower Sale	Sat. April 27th

Oakland Mills Team Member Liaison

EXCITING WAYS WE ARE SERVING OUR COMMUNITY

Program Highlights:

- CA partnered with Columbia Festival of the Arts, Luminus and the Community Foundation of Howard County to support a community event highlighting a HCPSS residency by Las Cafeteras. Our collaboration culminated in a free show at Oakland Mills High School to promote engagement within the community.
- The Purchasing team represented CA at Howard County's "Ready, Set, GROW! Procurement Connections Workshop" on March 20, as an exhibitor. The event focuses on providing opportunities for small, MBE, WBE, DBE and veteran-owned businesses.
- For Black History Month, Althea Becke, owner of Althea's Almost Famous Food Truck and Catering, was the guest chef for the Cooking Club at the Youth & Teen Center. She talked to participants about how she turned her passion to cook into a career as a chef, taking them through meal preparation - from cooking etiquette to presentation. They ended with a meal of curry chicken, a cabbage medley and rice
- The SportsPark opened for the season on Saturday, March 23 during spring break in Howard County. We'll bring back our amazing staff as everyone from last year has committed to returning to work for the summer season.

Organizational Highlights:

- Finance is preparing the new annual charge online payment screens which will now reflect an owner's balance due. This is helpful as a reminder if an owner has an overdue balance in addition to the current bill amount due or if their balance has possibly been reduced since the mailing of their current bill.
- After 25 years of exceptional service in leading procurement and contract administration for CA, Director of Purchasing Patrick O'Malley is retiring from CA in early April. Pat was hired in 1989 to set up the first Purchasing Office for CA, drafting policies, establishing processes and procedures and supporting CA operations. The recruitment for a new Director of Purchasing is currently underway.
- Human Resources, Learning, and Organizational Development are updating process of updating the emergency succession plans for key positions.
- General Counsel is actively working with legislative liaisons to protect and promote CA's interests in legislation before the Maryland General Assembly session concludes in April.

Organizational Challenges:

- Sustainability is experiencing continued delays to receive county permit documents to install EV charging stations.
- The Ice Rink's Zamboni's are aging and in need of constant repair. Lead times have grown to almost 2 years for a replacement creating a continuing headache to maintenance and operations while waiting for the replacement.

Construction Highlights:

- Capital Improvements completed the Play Area (KC-29) located near Blue Sea Drive in Kings Contrivance, completed 2nd floor ADA restroom at the Other Barn, began renovations at the Stone House, and worked with the Outdoor Tennis team to prepare courts for spring opening.
- Spring volunteer programs have begun (Weed Warriors, Stream Waders) or in the planning stages (Columbia Cleans Day, Adopt a Stream events).
- Open Space has continued prepping for spring. This includes mulching play areas, landscape maintenance, and pruning.
- The Facility Services team responded quickly to the emergency sprinkler break at Supreme Sports Club. Their efforts allowed the re-opening of the main fitness floor less than 24 hours after the incident.

Construction Highlights:

- Capital Improvements installed sway benches by Kennedy Gardens at Lake Kittamaqundi.
- The Land Administration staff is exploring the integration of GIS capabilities with the new Microsoft 365 software recently launched.
- Stream Waders training (in partnership with Tetra Tech) will take place March 26 to train new volunteers.



Construction Highlights:



Village Elections:

- The Columbia Votes continues to support Village Associations in promoting engagement and involvement in the voting process, including awareness around timelines, locations, eligibility and more.
- CA's communications team continues to stay in touch with village managers and up to date with the latest on the nomination process. That evolving information is reflected on both the website and in emails that are sent to individuals who have signed up for relevant updates on their village election.
- Once all village candidates are announced CA's communications team will work with our designers to update handouts that will be made available to villages holding elections this election cycle.
- In early March, CA's communications team hosted a photo contest that was intended to promote village awareness and village pride. We received approximately 30 entries from eight different villages. Our team will work together to select winning shots and print out a set of postcards for each village center.

**Oakland
Mills**



COLUMBIA

VOTES

columbia.association.org/elections

A QR code is located in the upper right quadrant of the poster.

The poster features a background of the word 'VOTE' repeated in a grid pattern with a color gradient from orange to red. The word 'COLUMBIA' is centered in the upper half, and 'VOTES' is centered in the lower half, both in large white letters. The URL is positioned below 'VOTES'.

CA Points of Pride:

- CA co-hosted an incredible Change Inspired, Courage Ignited event with the Howard County Library System and HCC. We welcomed about 100 people to the Horowitz Center to hear from Holistic Life Foundation co-founder Andres Gonzalez. CA also held a breakout session that encouraged attendees to find new connections in their communities.



Photo Credit: Doug Kapustin
(Howard County Library System)



CA Points of Pride:

- We are very pleased to report that CA's expenditures with minority business enterprises (MBEs) as of the third quarter of FY 24 were \$4,244,000, or 22%, the highest recorded by CA in the history of the program. A pair of one-time projects totaling \$746,000 were helpful in achieving these results, and while these projects will not carry over into the next fiscal year, CA remains committed to investing in MBEs.
- Finance is preparing the new annual charge online payment screens which will now reflect an owner's balance due. This is helpful as a reminder if an owner has an overdue balance in addition to the current bill amount due or if their balance has possibly been reduced since the mailing of their current bill.
- CA annually recognizes employees for years of service and this year the Finance and Payroll teams are extremely proud to recognize Chief Financial Officer Susan Krabbe for 25 years of service to the Columbia community. Thank you, Susan!

Oakland
Mills

Carrie Anne:



**Oakland
Mills**

Questions?:



Photo: Marty Oltmanns



Columbia
Association

Village: Oakland Mills

Fiscal Year FY25

Date Prepared: 1-Mar-24

BOARD APPROVED OPERATING BUDGET-DRAFT

	Budget FY25	Budget FY24	Estimate FY24	Budget Variance		Current Year Est vs. Next Year Budget	
				FY24 \$	FY25 %	\$	%
REVENUES							
1 CA Annual Charge Share	370,539	359,813	377,874	10,726	3%	(7,335)	-2%
A. CA Base Annual Charge Share	348,818	336,456	336,454				
B. CA Medical Reimbursement	20,245	21,701	39,763				
C. Other CA Reimbursement	1,476	1,656	1,657				
D. Payment to CA for excess cash reserves		0					
2 Lease & Rental	149,000	137,722	165,000	11,278	8%	(16,000)	-10%
A. Room Rentals	120,000	106,507	135,000				
B. Leases	28,000	28,620	29,000				
C. Retained Deposits	1,000	2,595	1,000				
3 Tuition & Enrollment	0	0	0	0	#DIV/0!	0	#DIV/0!
A. Classes	0	0	0				
B. Camps	0	0	0				
C. Other	0	0	0				
4 Interest	20	568	20	(548)	-96%	0	0%
5 Special Events	25,000	22,007	16,000	2,993	14%	9,000	56%
6 Fees	50	0	0	50	#DIV/0!	50	#DIV/0!
A. Copier	0	0	0				
B. Late Fees	0	0	0				
C. Postage	0	0	0				
D. Notary	0	0	0				
E. Other	50	0	0				
7 Miscellaneous	400	300	400	100	33%	0	0%
A. Sales	400	300	400				
B. Newsletter Ads	0	0	0				
C. Catering/Food Service	0	0	0				
D. Other	0	0	0				
8 Gain/loss on Disposal of Asset	0	0	0	0	#DIV/0!	0	#DIV/0!
Total Income	545,009	520,410	559,294	24,599	5%	(14,285)	-3%

Check (Next year income minus current year income minus total varian (0)

0

Village: Oakland Mills
 Fiscal Year FY25

BOARD APPROVED OPERATING BUDGET DRAFT

Budget FY25	Budget FY24	Estimate FY24	Budget Variance		Current Year Est vs. Next Year Budget	
			FY24 \$	FY25 %	\$	%

EXPENSES

9 Staff Salaries	307,000	282,541	305,000	24,459	9%	2,000	1%
10 Janitorial Wages	4,500	0	5,400	4,500	#DIV/0!	(900)	-17%
11 Contract Labor	7,500	10,456	4,000	(2,956)	-28%	3,500	88%
12 Payroll Benefits	30,000	28,000	45,000	2,000	7%	(15,000)	-33%
13 Payroll Taxes	24,000	23,108	22,000	892	4%	2,000	9%
14 Janitorial Expense	41,750	39,449	42,200	2,301	6%	(450)	-1%
A. Cleaning Service	25,000	26,908	22,000				
B. Setup & Breakdown	14,000	10,310	17,000				
C. Floors, Carpets and Windows	250	264	200				
D. Supplies	2,500	1,967	3,000				
15 Fees	28,000	19,101	26,200	8,899	47%	1,800	7%
A. Accounting	5,000	3,740	4,500				
B. Legal	10,000	2,943	10,000				
C. Performance	0	0	0				
D. Audit	0	0	0				
E. Web	3,000	2,903	1,700				
F. Other	10,000	9,515	10,000				
16 Operating Expenses	8,550	4,848	6,940	3,702	76%	1,610	23%
A. Office Supplies	2,000	0	0				
B. Program Supplies	500	2,219	2,000				
C. Cost of Goods Sold	100	267	140				
D. Postage	2,800	272	2,700				
E. Staff Development	150	123	100				
F. Catering/Food Service	1,000	0	0				
G. Other	2,000	1,967	2,000				
17 Business Expenses	1,450	1,157	1,500	293	25%	(50)	-3%
A. Mileage	600	581	300				
B. Food (Business Meals)	650	513	1,000				
C. Other	200	63	200				
18 Insurance	11,000	10,187	9,600	813	8%	1,400	15%
19 Advertising	5,000	12,127	10,000	(7,127)	-59%	(5,000)	-50%
20 Newsletter	0	0	0	0	#DIV/0!	0	#DIV/0!
21 Other Printing	6,000	767	6,000	5,233	682%	0	0%
22 Donations/Contributions	5,000	5,000	5,000	0	0%	0	0%
23 Special Events	25,000	25,215	25,000	(215)	-1%	0	0%
24 Taxes	1,000	553	600	447	81%	400	67%
25 Utilities	40,000	39,441	35,500	559	1%	4,500	13%
A. Gas & Electric	32,000	31,595	30,000				

B. Water & Sewer	2,200	2,087	2,500				
C. Telephone	5,800	5,759	3,000				
26 Repairs & Maintenance	13,000	12,836	21,000	164	1%	(8,000)	-38%
A. Building	10,000	9,693	16,000				
B. Equipment	3,000	3,143	5,000				
C. Rental	0	0	0				
D. Vandalism	0	0	0				
E. Other	0	0	0				
27 Furniture & Fixtures	2,000	3,039	750	(1,039)	-34%	1,250	167%
28 Total Expenses Before Depreciation	560,750	517,825	571,690	42,925	8%	(10,940)	-2%
29 Depreciation	8,900	6,836	6,836	2,064	30%	2,064	30%
30 Total Expenses	569,650	524,661	578,526	44,989	9%	(8,876)	-2%
Increase/(Decrease) in Unrestricted	(24,641)	(4,251)	(19,232)	(20,390)	480%	(5,409)	28%

Check (Next year expenses minus current year expenses minus total variance) 0 0



Oakland Mills Community Association
The Other Barn • 5851 Robert Oliver Place
Columbia, MD 21045
410-730-4610 • oaklandmills.org



March 27, 2024

Dennis Mattey, President/CEO Columbia Association
CA Board of Directors
6310 Hillside Court
Columbia, MD 21046

Dear Mr. Mattey and the Board of Directors,

The Oakland Mills Village Board extends a heartfelt appreciation to the CA Board for the approval in 2023 of the Open Space Play Area Pilot Study in Oakland Mills. We thank the CA Open Space Staff led by Jason Heath for excellent leadership and expertise in the successful completion of the study.

CA Staff presented the Pilot Study results to our Board last month and how the resulting Cluster Play Area Program Policy and Guidance would be applied to a sample cluster of our play areas. Our Board was very pleased to see the collaborative effort between CA Staff and Oakland Mills residents on the study work group. The Morey Group consultant study survey had 1,727 responses from Columbia residents with 15% from Oakland Mills. This provided a solid basis for the study work group to provide the amenities residents want in their play areas.

The Oakland Mills Village Board strongly supports the Pilot Study results. We urge the CA Board to approve the Cluster Play Area Program Policy as the Strategic Plan for Cluster Play Areas.

Our Board looks forward to future collaborative efforts with CA to provide our residents with an Open Space that is the Crown Jewel of Columbia.

Sincerely,

Oakland Mills Board of Directors



Cluster Play Area Program Guidance

The following cluster play area replacement process was developed based on community tot lot survey findings initiated in November of 2023, input from the Play Area Work Group, and expertise of Columbia Association (CA) staff. This guidance establishes the current process by which CA staff will manage play area (or tot lot) replacement.

Cluster Replacement Process Summary

1. Deploy geographic information system (GIS) tools to establish isochrones that identify play area clusters which are groups of play areas within the same vicinity.
2. Once the cluster is identified, conduct a site visit to each play area to determine site limitations, accessibility issues, and minimum requirements compliance.
3. Explore opportunities to incorporate uniqueness into the play area within the context of a cluster.
4. Engage a landscape architect to draft viable drawings which will include plans for the entire cluster with a focus on long-lasting and low maintenance equipment.
5. Specify equipment for a 5–12-year-old audience initially to diversify the age range served.
6. Consider climbing structures in lieu of play structures (forts) as a cluster component.
7. Consider expanded seating areas (picnic tables) with additional play equipment if the area allows.
8. If a play area in the cluster does not meet the minimum safety or design requirements, it is to be repurposed as an alternate community amenity.
9. Develop a conceptual design for the cluster that is in alignment with safety, budget, and site constraints.
10. Engage the applicable village manager and village board and request a presentation on the overall cluster design with applicable information about funding and scheduling of the replacements.
11. Village board and community feedback solicited on the cluster designs concepts.
12. Staff will incorporate recommendations into the design if feasible.
13. As each portion of a cluster is up for replacement, the design concept for that play area will again be presented to the village board for comment and approval before construction.

Minimum Requirements and Repurposing Guidance

- Minimum base case play area is 1,550 square feet of suitable construction area for amenities, inclusive of drainage, accessibility, and other requirements.¹
- Base case is a swing structure, play structure/climbing structure, and seating area.
- When a play area does not meet minimum safety or design requirements, the site will be evaluated for recommended repurposing to an alternate amenity which includes:



- Sustainable landscaping (e.g., pollinator garden)
- Seating/picnic area
- Reforestation
- Turf
- Other
- Identify possible enhancement of the nearest suitable play area in the cluster to offset the repurposed play area.
- Final selection of the alternate amenity will be handled on a case-by-case basis in collaboration with the applicable village board.

Budget Considerations

- Annually evaluate and determine appropriate average cluster replacement costs given considerations listed above and market conditions.
- Any larger play area project must be requested by the village board and approved by the CA Board
 - These requests would be considered as “destination” play areas.
 - Destination areas include their own parking, ADA accessibility, and multi-generational features.

ⁱ Based on National Program for Playground Safety and United States Consumer Product Safety Commission standards for the base case features.



Cluster Play Area Policy

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Cluster Replacement Policy

1. Deploy geographic information system (GIS) tools to establish isochrones that identify play area clusters which are groups of play areas within the same vicinity.
2. Develop complimentary concept plans for the entire cluster prioritizing design features which include equipment for a broader audience, climbing structures, and expanded seating areas.
3. If a play area in the cluster does not meet the minimum safety or design requirements, it is to be repurposed as an alternate community amenity.

Implementation of the above policy will be informed by a Cluster Play Area Program Guidance document which shall be publicly available and revised as needed based on industry standards and community priorities.

Oakland Mills Play Area Pilot Program



Columbia
Association

March 2024

Presentation Outline

- Brief historical background of the Play Area Pilot Program
- Survey implementation and key takeaways
- Cluster play area overview
- Isochrone GIS analysis with project-specific examples
- Example of cluster play area policy implementation

Historical Perspective and Context



- Tot lots created in 1967 were geared towards 2–5-year-olds
- Highly valued community amenity
- Relatively fixed number of tot lots
- Ongoing operating costs and evolution in play area standards over time
- Need to reimagine play area management practices to optimize the number of tot lots and amenities
- Board resolution to establish a working group and reimagine CA's play (tot lot) areas

Public Survey (first step)

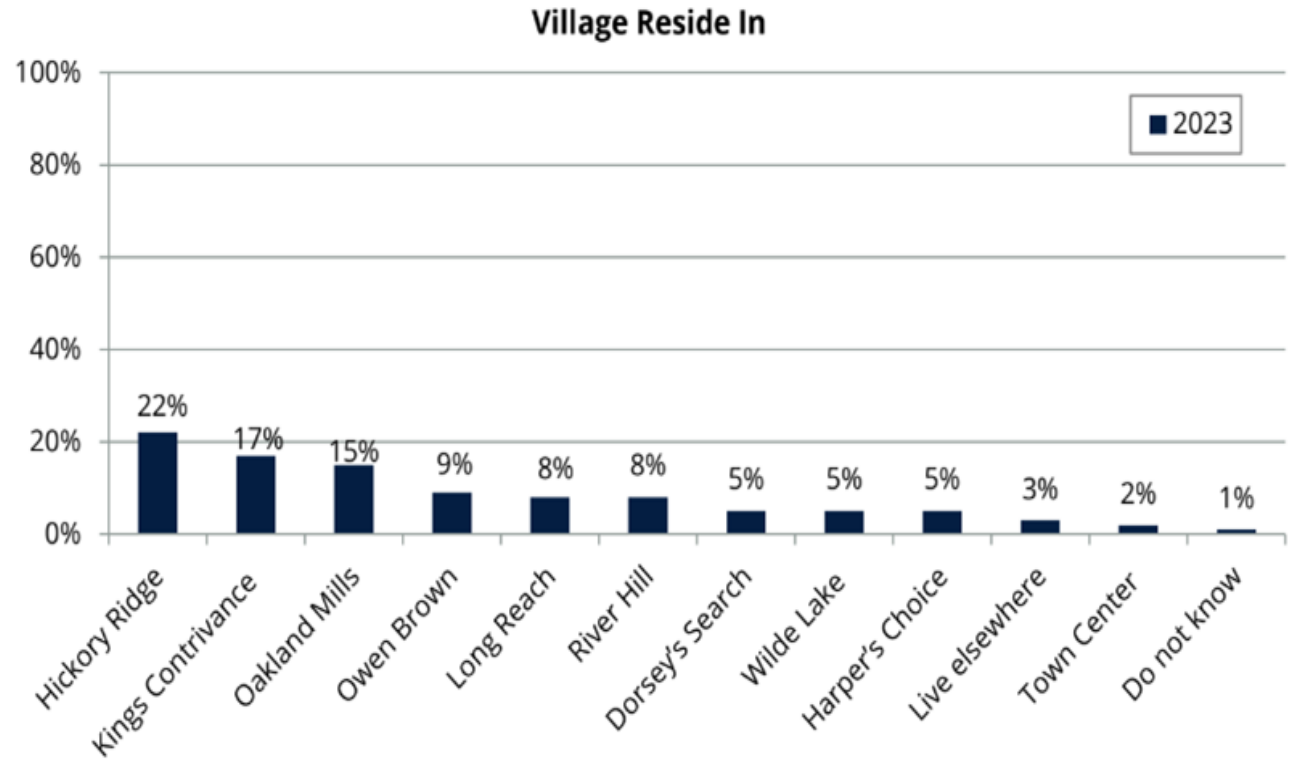
We'd love to hear from you!

CA is exploring new ideas
and potential changes
for outdoor play areas.

**Please take this five minute
survey to share your thoughts!**

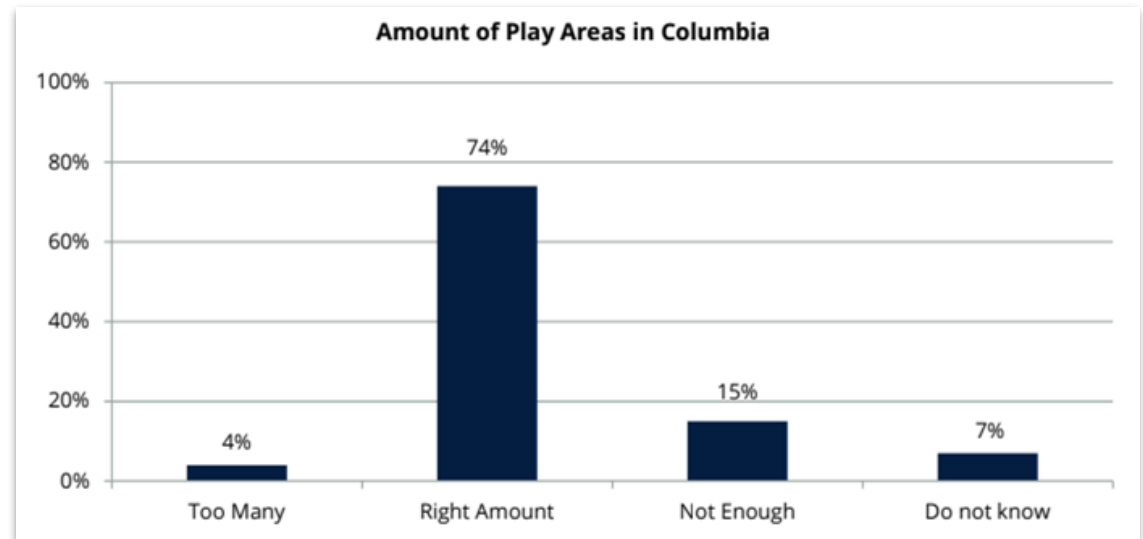
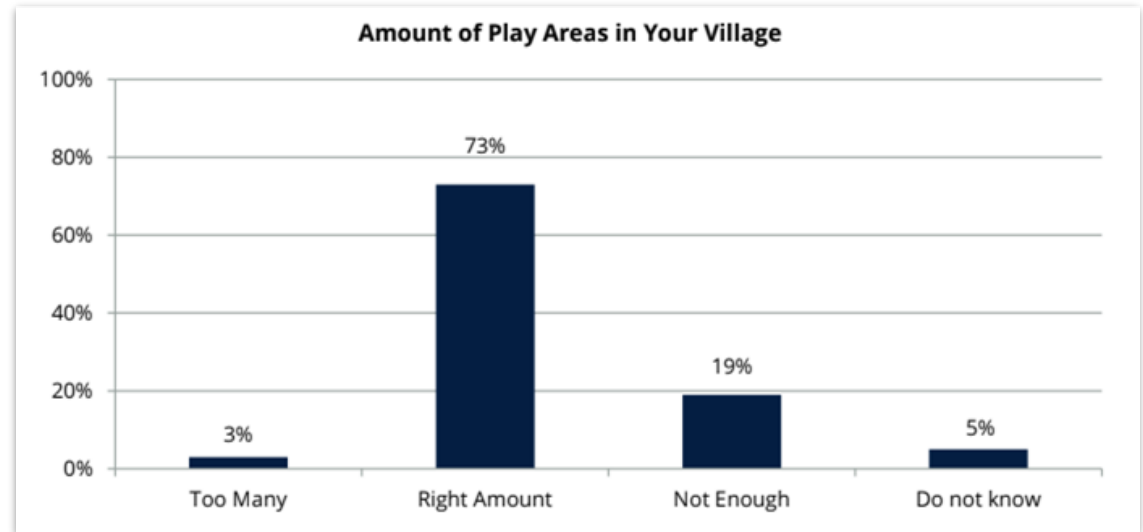


Public Survey (first step)



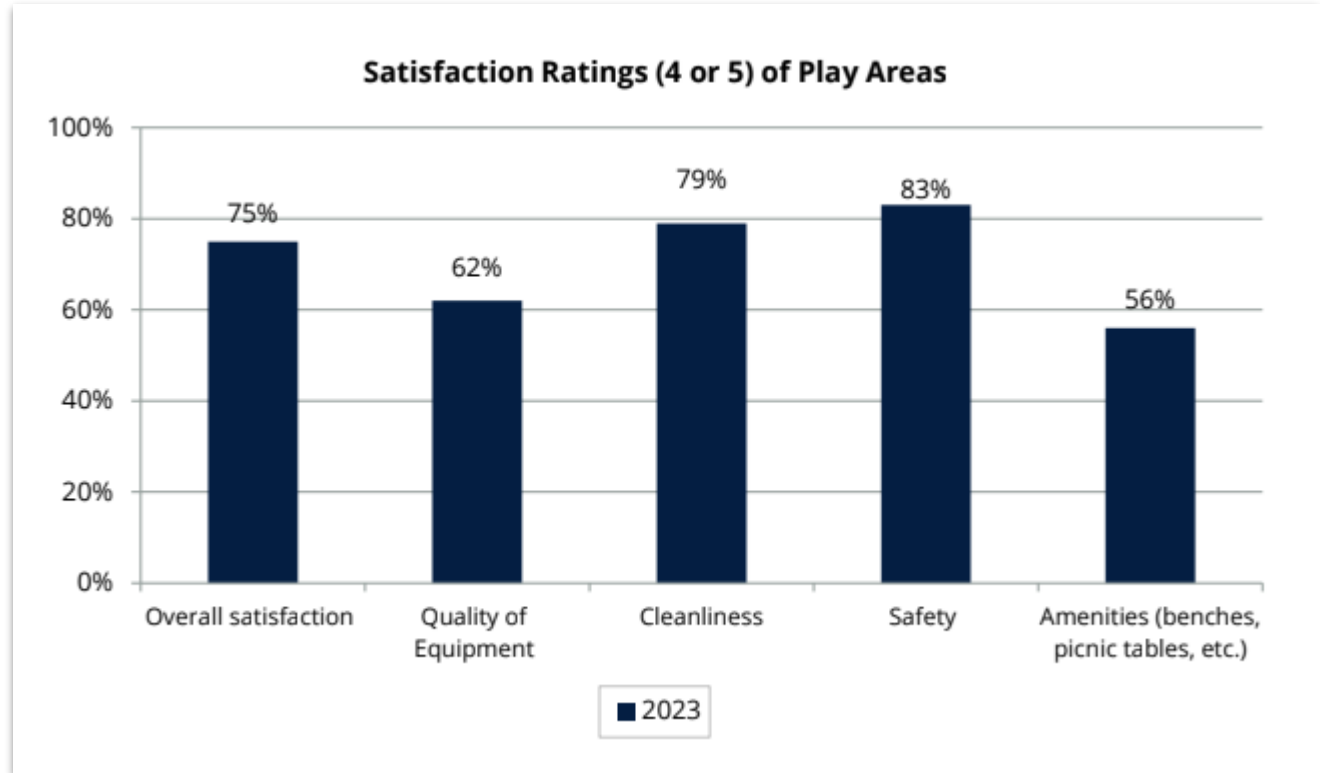
- Broad Columbia-wide survey developed to collect public sentiment about play areas
- Questions developed by the working group in collaboration with a consultant
- The survey received 1,727 submissions

Public Survey Results



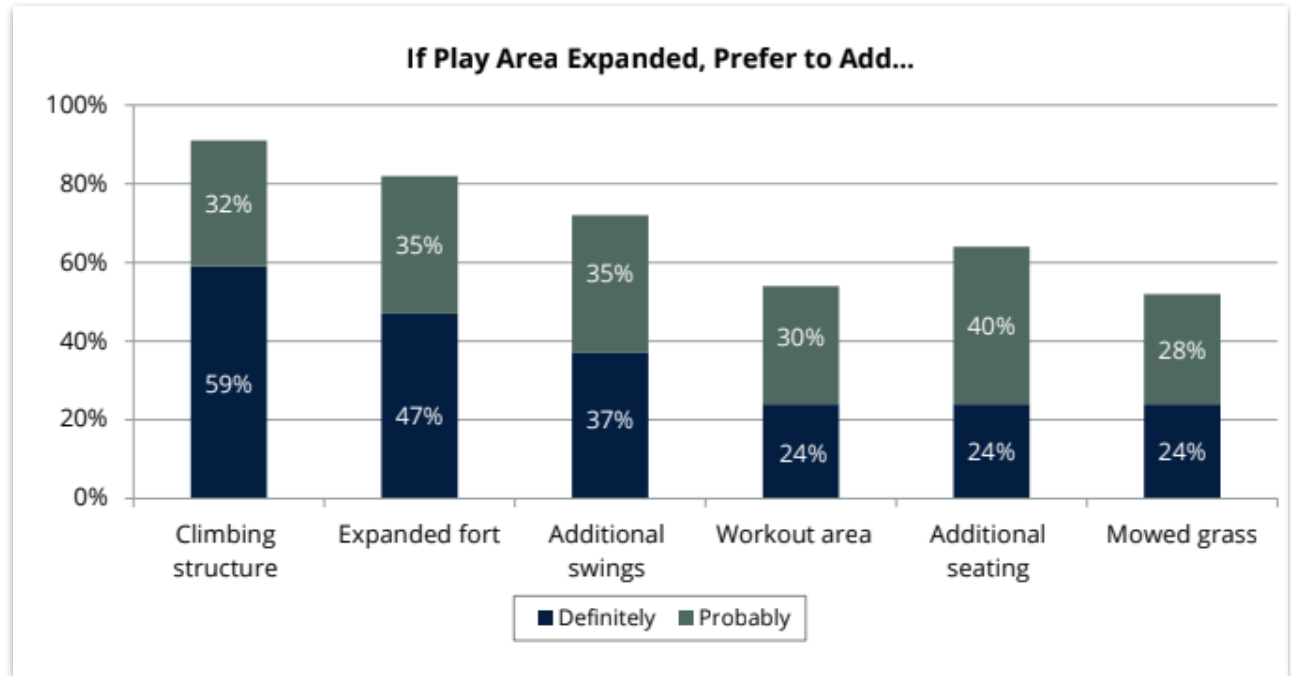
- Broad consensus that there is the right amount of play areas

Public Survey Results



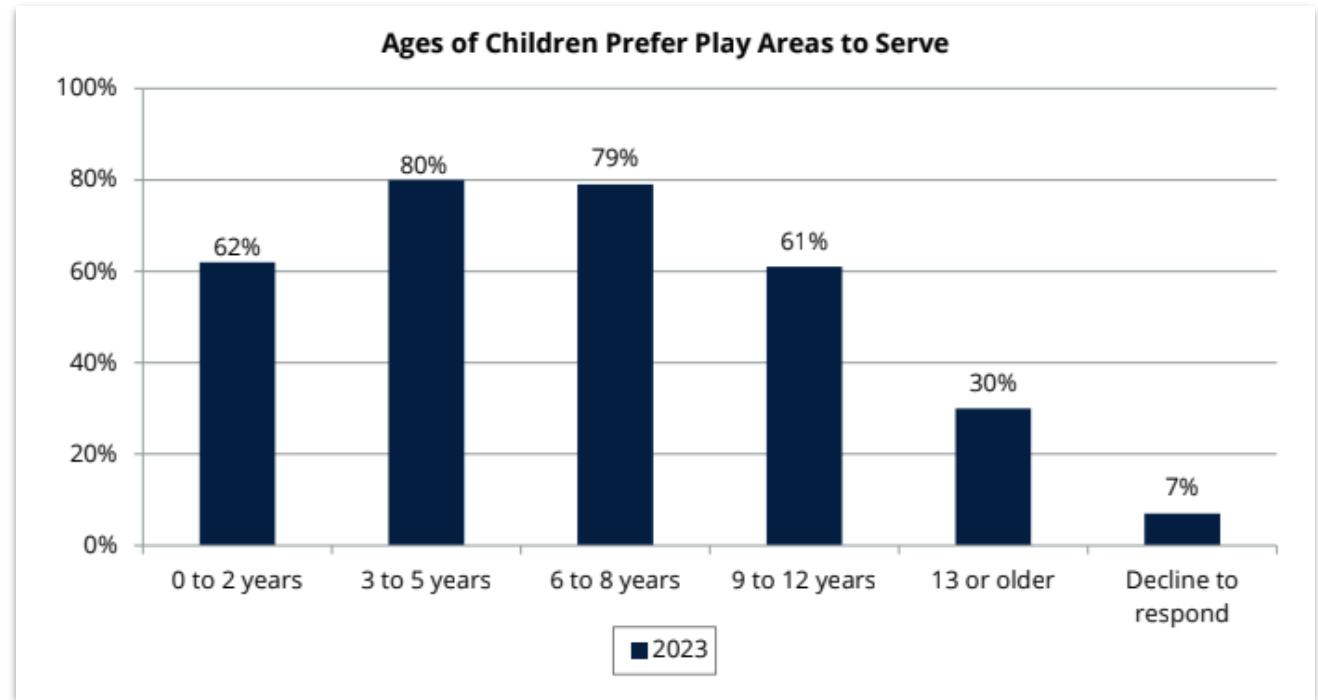
- Overall satisfaction with play areas is high
- Cleanliness, safety, and equipment quality are key factors influencing satisfaction

Public Survey Results



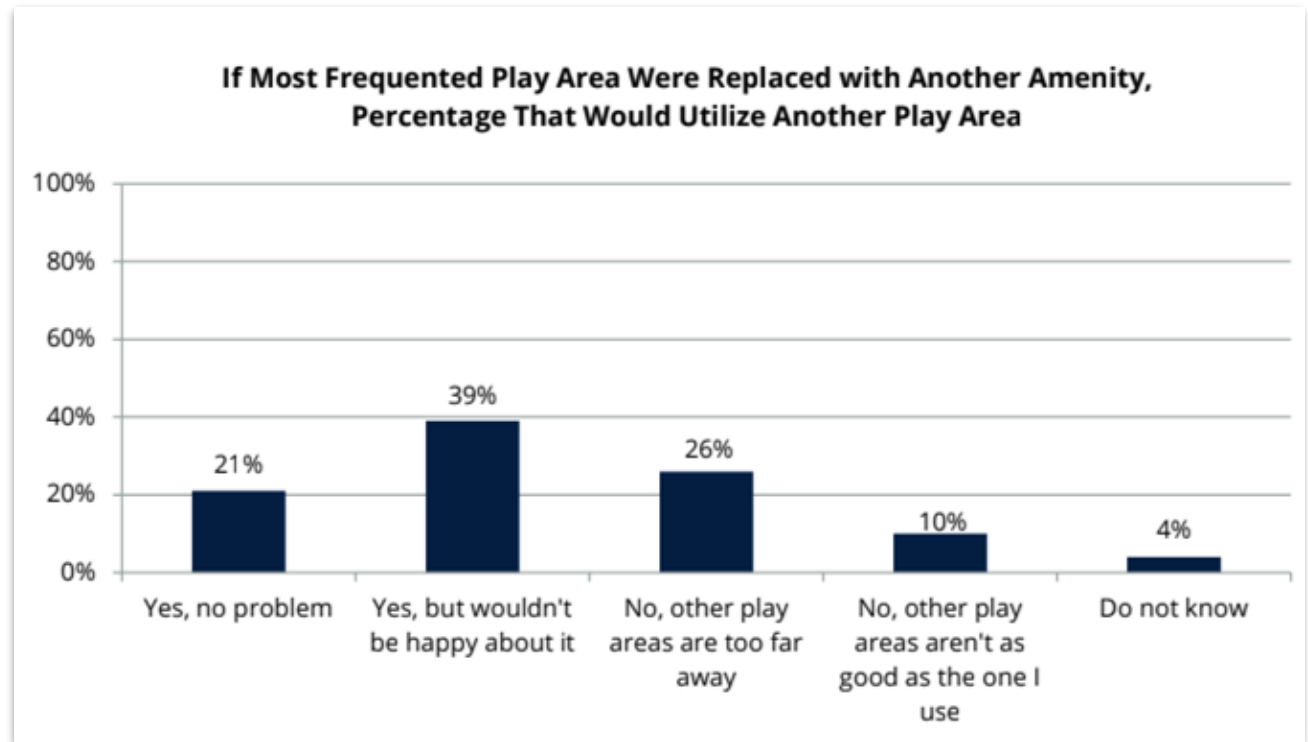
- Preference for expanding play areas with climbing structures, expanded forts, and swings.
- General suggestions included more seating areas, chess tables, and spaces for dogs.

Public Survey Results



- Respondents expressed a desire for play areas to serve a broader age range

Public Survey Results



- A majority would use another play area if required (with mixed satisfaction)
- Quality of the alternate play area a factor

Survey Summary

- High level of satisfaction
- Proximity to play areas is critical when choosing which play area to visit
- Strong affinity to the current number of play areas
- Desire to increase the age range served by adding climbing structures and seating areas (5-12)
- The survey confirmed that a ten-minute walk to a play area is acceptable for most respondents (current avg. is 7 minutes)
- Extended walk times and alternate amenities feasible

Cluster Play Area Program

- Based on the results of the survey and input from the work group a cluster play area program has been developed
- The main goals of this program are:
 - Safety
 - Opportunity for Enhancement/Improvement
 - Sustainability
 - Equity
 - Feasibility
 - Economy

Program Guidance Flow Chart



Use GIS to create 10-min walk isochrones (forming a cluster)



Assess play areas in each cluster for unique aspects



Prioritize 5-12 age group, climbing, and expanded seating

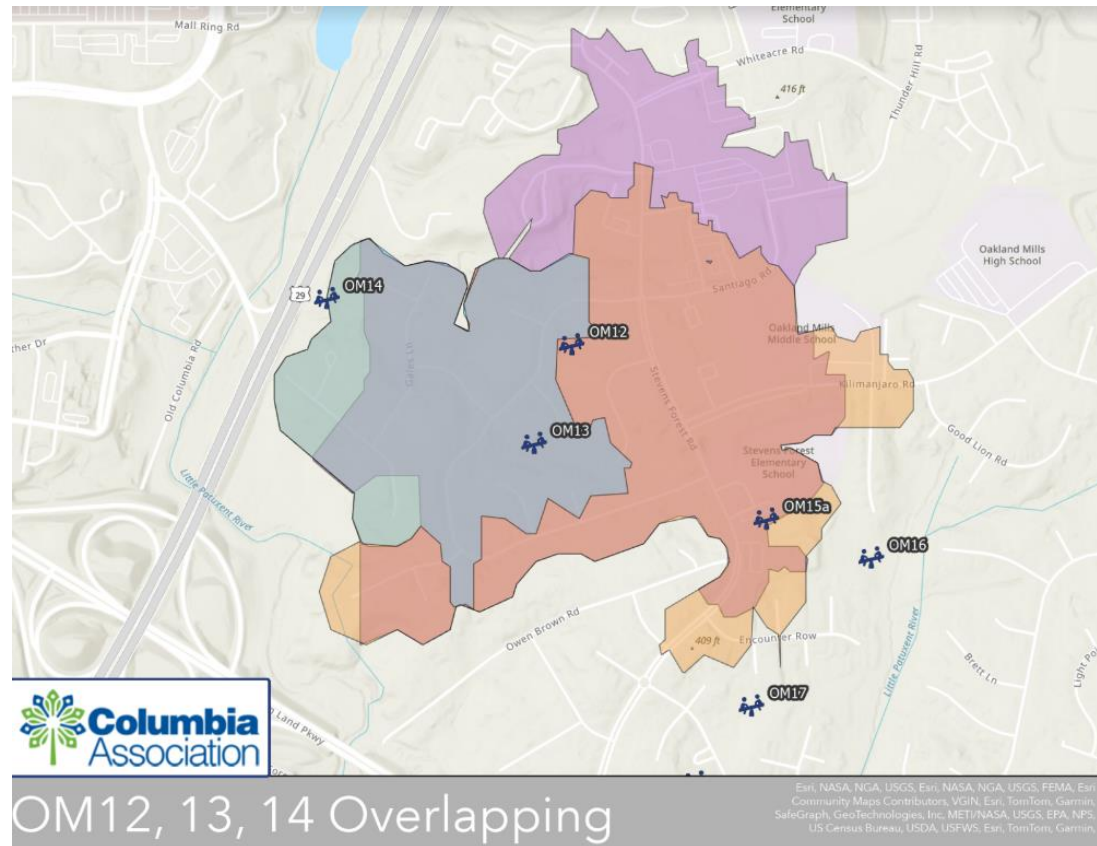


Repurpose play areas that cannot meet safety standards (seating area)



Coordinate with the village on design specifics for the cluster

Cluster Play Area Program Example



- OM13 no longer compliant with safety requirements
- Cluster play area design concepts developed for OM12 and OM14 based on work group findings

Cluster Play Area Program Example



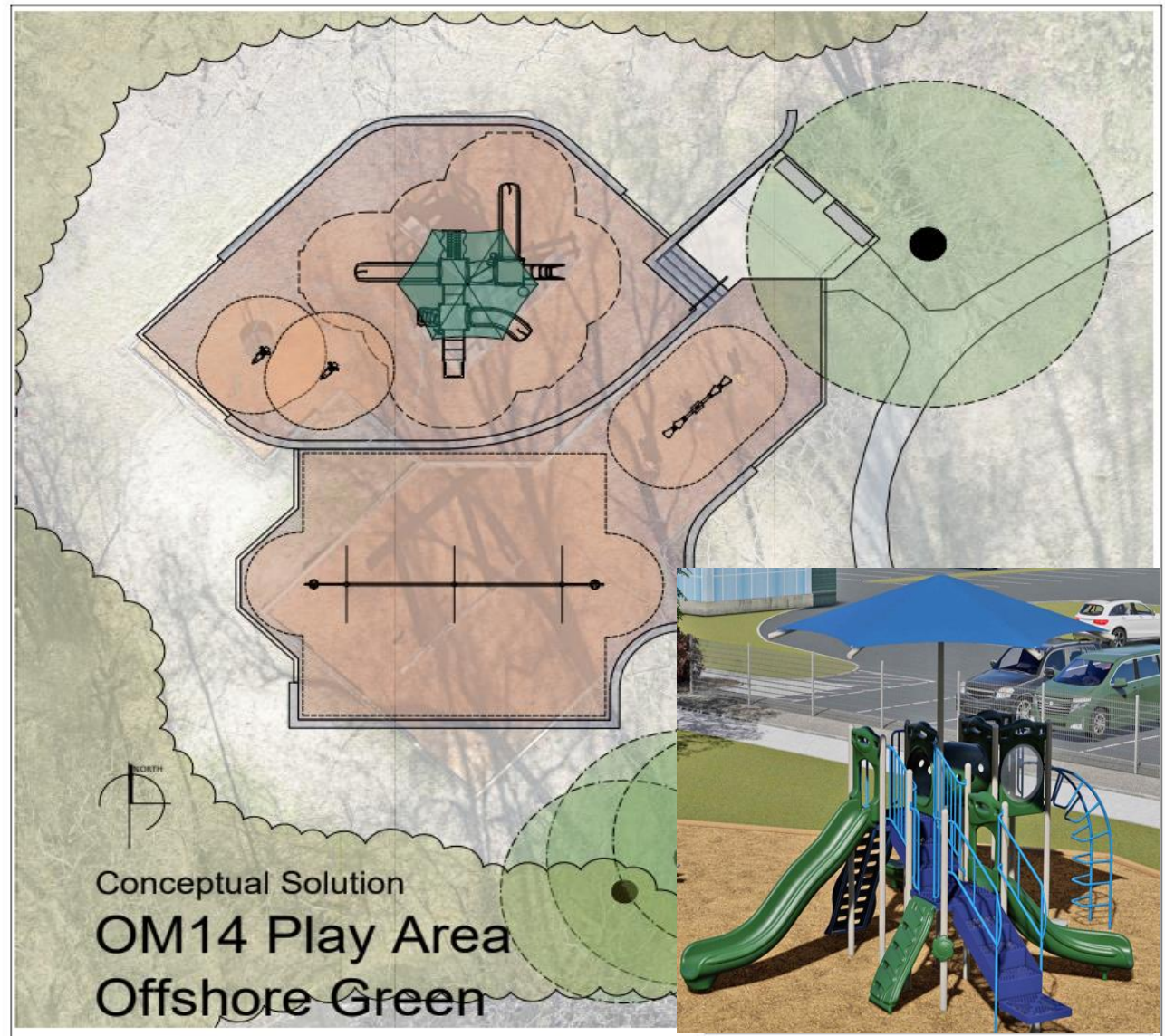
- Repurposed to picnic/relaxation area

Cluster Play Area Program Example



- Climbing structure amenity

Cluster Play Area Program Example



- Expanded 5-12 play structure amenity



**Manager's Report
Oakland Mills Community Association
March 26, 2024**

2024 Elections

- The “Meet the Candidates” event will take place on Tuesday, April 2nd virtually from 7 pm to 8 pm.

Facility Updates:

- Construction is complete. Please feel free to stop by to take a tour during our regular business hours. We would be happy to see you.
- We have been doing a thorough cleaning and reset to be prepared for our first event on April 6th.

Event Update:

- The first OMCA Earth Day event will take place on Saturday, April 20th from 11 am to 2 pm in the Courtyard. Yards Alive, School of Rock, HoCo Ecoworks and the OMI Green team are a few of the groups that will be there. If there is inclement weather, the event will be canceled.
- There are 2 more Lively Arts for Little Ones concerts scheduled for April 5th (Pam the Kindersinger) and May 3rd (Mr. Boom Boom) at 10:30 am.
- Tickets for the Jazz in the Mills April 21st Jazz concert went on sale 1/8, both online and at The Other Barn. The Thad Wilson Octet will be performing. Tickets are \$25, advance sales only.
- Our annual flower sale will be held Saturday, April 27th, from 9 am to 1 pm.
- Save the Date for the Annual OMCA Board/Staff Picnic on Sunday, June 9th.

Misc:

- OMCA has heard from Howard County Department of Public Works\Traffic Engineering Division with updates regarding some of the traffic issues we had brought to their attention. (Please see attached)
- I reached out to Klein regarding the condition of the Village parking lot. They are in the process of looking to fund a complete repaving. I will keep you updated.
- The HC Zoning Board approved the proposed plans for the 7-11 on Stevens Forest Road on February 21, 2024. It appears work has begun as of last week. I am working on finding a timeline for the project.

When considering the possibility of improvements at a given location, the State of Maryland, and its local jurisdictions are required to follow the guidelines set forth in the Manual of Uniform Traffic Control Devices (MUTCD). The County considers safety of all vulnerable roadway users a priority and have used these guidelines to establish best practices and implement improvements to promote pedestrian safety. We appreciate the valuable input that your team has provided and offer the following information:

- A sign shall be installed to alert motorists about the requirement to yield to pedestrians. Please allow 30-45 days for our sign crew to fabricate and install the sign.
- We will Install a Leading Pedestrian interval (LPI) for west leg crosswalk across Broken Land Parkway:
- Install a signalized pedestrian crosswalk on north leg of intersection across Stevens Forest Road: As part of County's "Complete Streets" initiatives to enhance pedestrian and bicycle safety, I am pleased to inform you that the Bureau of Engineering, Transportation and Special Projects Division have programmed a capital project for Stevens Forest Road that entails ADA sidewalk ramp upgrades and signalized pedestrian crosswalk across Stevens Forest Rd. The project is currently in the design stage but please be assured that County is working diligently to implement improvements as soon as possible. As the project progresses, we will be certain to share updates with the community.

Thank you for reporting your issue/request to the Howard County Department of Public Works\Traffic Engineering Division. This issue has been addressed and will be closed in Tell HoCo. If you require more information, please contact Department of Public Works Highways office 410-313-2430.



oakland mills
we value connections

Oakland Mills Community Association
Public Space Committee Meeting Minutes
The Other Barn
5851 Robert Oliver Place, Columbia, MD 21045

Tuesday, March 19, 2024

Attendees:

- Warren Wortman, chair
- Mike Westendorf
- Marc Klein

Discussion(s):

- **Stevens Forest and Kilimanjaro traffic concerns**
- **South Entrance Trail Phase 2 walk**
 - On March 15, walked along one option of the second phase of the trail
 - About 12 attendees
- **Streetlight replaced on Mellenbrook & Log Chain**

Next Meeting: May 21, 2024 at Blandair Park

Note: April 16th OM Public Space Meeting Cancelled